

BWVC Regular Meeting

7:30 PM at the BWVC

Monday, July 16, 2018

Attendance: Denis O'Regan, Toby Ridings, Larry Strange, Maria Burslem,

Guests: Patrick Barry

Minutes: June minutes accepted.

Program Report: *See attached report from Toby.*

There was a unanimous vote for Telebration as a community event sponsored by Cecila Vore for Saturday night, November 17th rooms 1-3 6-9 PM.

PPP Fundraiser: *See attached program report from Toby.*

Building Manager Report: *See attached report from Denis.*

Financial Report: Denis reported \$4300.00 in signed contracts from March 24th – June 24th. Denis will send an email to Town chair, Jeffery Politis to reiterate that the committee needs to have the assistance of a bookkeeper to organize and summarize financial data that we collect for donations, rentals etc.

Rentals: Maria reported in June that there was a rental request for an August baby shower. Denis will follow up and discover why they did not make contact with him and he will offer apologies if needed.

Patrick inquired about the possibility of a woman's mediation rental for Dr. Angela Greyson for 7/28. Denis will check into this.

Website: Our current host is not updating the website. We need to modernize our Word Press website and calendar. Automation is needed to distribute information thru Jot Form. Jot form will allow confirmations from manager to custodial for ease of communications.

Larry recommends Texas Host for our new web host they provide "WP engine" exclusive to Word Press websites. They do all the updates and keep the foundation operating. It has a "search" option.

Google Ad: Larry Strange reports – 3800 people viewed the Buzz Google ad. Larry has been posting 360 degree interior, exterior and aerial views of the building. Module payments are made with a credit card. Cost is \$35.00 per month plus a fee for modules.

Closets: After ACRA summer Co-op we will contact Ken Morrison to initiate work on the stage closets.

Motion to adjourn 9:15 PM

Respectfully,

Toby Ridings

Rentals, Management, Building and Maintenance Comments/Report: Denis O'Regan
July 16, 2018

Rentals:

Rental contracts signed and/or deposited between 3/24/18 and 6/24/18 First Quarter FY: **\$4,391**. This compares to **\$2,746**, for the same period of 2017.

Management:

Referrals Reminder— Do not use individual committee member's email addresses. General referrals and general requests are to be directed to bwvc@arden.delaware.gov. Other referrals: rentals@ardenbuzz.com programs@ardenbuzz.com events@ardenbuzz.com

Bookkeeper – Village Chair has not acted on Buzz need for bookkeeper. We need a bookkeeper for tasks such as tracking labor expenses to building usage and supplies to events.

New Sign – The work is substantially complete. Spot lights and minor carpentry to complete this week. Denis has been doing the grading and landscape work, with 11 or so hours to be paid for Jamie's labor. Patrick planted the garden; cost of plants \$75.92. The entire area was graded with fresh topsoil, purchased by Civic. Denis installed 150 square feet of HDPE mesh in front of the sign for ground stability. The entire area was seeded with Sunny Mix of Rye and Fescue, some nutrient, covered with straw and watered each day; most days, twice. Due to settling of grading at mesh, 6 cubic feet of bagged topsoil was added over mesh and reseeded with faster grow rye mix and covered with straw. Total cost of seeding supplies to date: \$160.25. Hard rain on Sunday, July 15th has washed off areas over mesh and areas that weren't growing and additional seeding/soil is anticipated.

Web – met with Larry Strange.

Maintenance –

The electrical service "boot" will remain, until a new vent is installed.

Respectfully Submitted,
Denis O'Regan, Chair

6/18/18

BWVC PROGRAM REPORT FOR PERIOD BETWEEN: 5/20/18 – 6/18/18

Friday night Programming:

Coffee House- June 8, 2018. Last Coffee House of the season. Paco drum band entertained the well attended finale. Donations to the Buzz including sales of water \$154.41. Expenses \$19.91 for coffee, cream and raspberries

Art on the Town – 6/1/18, Monica Bullet interactive collaging and musical show. 75 Attendees, 1.5 Litre of red plus 2 regular bottles used; 1.5 litre of white wine plus 1 regular bottle utilized; 6 beers and 6 waters. A fun and well attended art show.

Bernedette has created new versions for the Artist contract and policy. Drafts provided have recent small changes shown in alternate font representing the last revisions proposed.. for approval or Review. One point of clarification is should the Total Sales 10% Commission be 10% AS OF the day following the Art Loop Reception night? Or Total Sales As Of 25th of the Exhibiting Month?

Also, Bernedette wants to request the ability to create an "Art Loop @Arden" -specific FB Page, where I can create the Events and there will be an automatic record for people to access, of all our Artists and dates of events, etc.. Jerry can help me. Suggest that it be linked to the BWVC site, Coffee house site and maybe the club site.

On going monthly programming:

Mobility Class – Cecilia Vore, organizer, Tues. and Thursdays 2-3PM BWVC. Will continue during ACRA at the Gild Hall.

Art studio at the Buzz – Jeanne Orr, organizer. Monday nights. 7-9PM.

Yoga – with Barb McAnany , 8:30 AM on Saturday mornings. Will continue at the Buzz during ACRA in room 1 except for this Saturday Barb is not available.

Long term renter- Dominic Chen ?

Mural: Exterior mural completed 6/8/18. Joe Cheifo electrician was hired to remove the exterior conduit and install an additional exterior light near the back door, cost \$775.00 finished just in time to install the mural. It was a long time in process but well worth the time, exterior mural looks outstanding. Interior mural still in process.

PPP – Meetings have begun and applications rolling in. Advertising appeared in June page for pre-fair and fair day volunteers. We met on 5/31 & 6/14. Most of So far for vendors brought in \$4885.00 in booth rentals with 4 open spaces available. I will continue to prepare the vendor information spread sheet for the sub-committee. At this time, all incoming applications must be approved by me before depositing in the bank. Need to take inventory of all supplies and storage of such supplies as soon as possible.

Recent Community event:

ACRA: June 25-July 28. Summer Co-Op begins this Saturday for set-up. Clair Consavage summer program chair, Kristen, Summer program manager,

ACRA CO-OP: June 23 - July28 Summer Co-op. Walk thru and pre-planning needed.

Respectfully submitted,

Toby Ridings